



## The Office of Secretary of State

*Karen C. Handel*  
SECRETARY OF STATE

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DIRECTOR  
PROFESSIONAL LICENSING BOARDS

### MEMORANDUM

TO : Master Barbers who supervise Barber Apprentices

FROM : Georgia State Board of Barbers

DATE : September 29, 2009

RE : Barber Examinations

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Beginning October 1, 2009, the Master Barber and Barber Instructors examinations will be administered only by D.L. Roope Administrations, Inc.

The Georgia State Board of Barbers is no longer accepting any examination applications for Master Barbers and Barber Instructors. Candidates must apply for examination with D. L. Roope Administrations, Inc.

You may contact D.L. Roope at 1-888-375-2020, or D.L. Roope Administrations, Inc., P.O. Box 631, Hampden, ME 04444-0631, Fax (207) 848-5511, or visit [www.dlroope.com](http://www.dlroope.com), for information about the examinations, fees, time and exam locations, exam content, and grade notifications.

The National Institute of Cosmetology (NIC) has prepared a school overview DVD that has some helpful information concerning preparing students for examination. The Overview contains an introduction into NIC testing and procedures, as well as complete presentations on Cosmetology, Nail Tech/Manicuring, Esthetics, and Barber examinations. If you would like to purchase the DVD, please visit their website to obtain an order form. Their website address is <http://www.nictesting.org/testing.htm>.

After obtaining a passing score on both the written and practical portion of the examination, a candidate must submit an application for licensure to the Georgia State Board of Barbers with the appropriate fee. You may submit a master barber or barber instructor application online at <https://secure.sos.state.ga.us/mylicense/> or download a paper application from the Board's website at [www.sos.ga.gov/plb/barber](http://www.sos.ga.gov/plb/barber). Please be reminded that passing the written and practical exam does not guarantee licensure. All criminal convictions and any board sanctions must be reviewed by the Board as a consideration for licensure.

Also, if you have not provided us with your email address, please do.

If you have further questions concerning licensure, please visit our website at [www.sos.ga.gov/plb/barber](http://www.sos.ga.gov/plb/barber) or call (478) 207-2440.